

Retention and Classification Report

Agency: Weber County (Utah). Board of Equalization (1293)

Weber Center, Suite 320
2380 Washington Blvd.
Ogden, UT 84401

Records Officer

23126	Appeals and denial files
22846	Charitable organizations tax exemption files

AGENCY: Weber County (Utah). Board of Equalization

SERIES: 23126

3

TITLE: Appeals and denial files

DATES: ca. 1983-

ARRANGEMENT: Chronological, thereunder by appeal number

ANNUAL ACCUMULATION: 4.00 cubic feet.

DESCRIPTION:

These files document the activities of the Board of Equalization which determines the property tax relief (abatement) in the county for the indigent, the aged, the disabled (and their veterans, and veterans (and their widows). Includes a list of appeals, notice of adjustment, valuation notices, land serial number, dates, property number, address, appraisal reports, the amount abated or increased, letter of denial (if applicable), and appeal to the state tax commission if applicable.

RETENTION:

Retain 4 years.

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 13, Item 10.

AUTHORIZED: 08/16/2000

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office for 4 years and then destroy.

APPRAISAL:

AGENCY: Weber County (Utah). Board of Equalization

SERIES: 23126

TITLE: Appeals and denial files

(continued)

PRIMARY CLASSIFICATION:

Public

AGENCY: Weber County (Utah). Board of Equalization

SERIES: 22846

3

TITLE: Charitable organizations tax exemption files

DATES: ca. 1946-

ARRANGEMENT: Chronological, thereunder alphabetical by organization's name

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

These files document charitable organizations receiving property tax exemptions. They include the affidavit for exemption submitted by religious and charitable organizations and the Board of Equalization's decision letter. The files include the land serial number, taxable year, name of organization and authorized persons, address, nature and use of property, and reasons for requesting exemptions.

RETENTION:

Retain 7 years.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 10/2000

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office for 7 years and then transfer to State Archives with authority to weed.

APPRAISAL:

Administrative Historical

This disposition is based on the record's secondary historical value of documenting the granting of property tax exemptions to charities operating in Weber County.

AGENCY: Weber County (Utah). Board of Equalization

SERIES: 22846

TITLE: Charitable organizations tax exemption files

(continued)

PRIMARY CLASSIFICATION:

Public